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25 Feb. 1959
ME-1861

MEMORANDUM FOR: Acting Deputy Director (Support)

SUBJECT : Reorganization of the Office of Communications

1. This memorandum contains a recommendation for your approval in Paragraph 5.

2. The Director of Communications (Annex I) has submitted a proposed reorganization of the Office of Communications (dated 23 Sept. '58, modified 10 Nov. '58) that would be accomplished without an increase in over-all O/C personnel ceiling. The proposal also contains a proposed organization chart to be published in the Agency Regulations.

3. The Director of Personnel has approved the proposal with certain exceptions, as indicated in Annex II. The reorganization, as approved by the Office of Personnel, has little or no effect on the over-all average grade for the Office of Communications. The Chief, Budget Division (Annex III) has approved the proposal and has no budgetary objections to the proposed reorganization.

4. The Office of Communications organization chart, which appears as Fig. 4 of Agency Regulation [] dated 17 Feb. '56, is affected by this change and should therefore be revised in accordance with Annex I, Tab E. 25X1

5. Your approval is recommended for the proposed reorganization as amended by Annex II and the publication of the revised organization chart (Annex I, Tab E.).

Document No. 003
NO CHANGE in Class. ☐
☐ DECLASSIFIED
Class. CHANGED TO: TS S C
DDA Memo, 4 Apr 77
Auth: DDA REG. 77/1763
Date: 20/3/78 By: []

Signed [] 59
Chief, Management Staff

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25X1

Attachments:
Annex I - O/C proposal
Annex II - D/Pers. comments
Annex III - Bud/Div. comments

The recommendation in Paragraph 5 above is approved.

Date 2 March 1959

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Signed
H. GATES LLOYD
Acting Deputy Director (Support)

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